

INSTRUCTIONS FOR PROVIDERS

ENROLLING CHILDREN AGED 0-5 BEING TRANSITIONED FROM HEALTH CHOICE TO MEDICAID

- 1. Inform the recipient that they are being enrolled into Carolina ACCESS, a Medicaid managed care program. Some children are optional and are not required to enroll. Optional children may still be enrolled; however, if the guardian chooses not to have them enrolled, the child will be exempted from participating in Carolina ACCESS. The children who are optional can be identified by the following:**
 - **Dually eligible (Receive Medicare and Medicaid)**
 - **Disabled children receiving SSI under Title XVI**
 - **Out-of-home placement**
 - **Receiving foster care or adoption assistance**
 - **Receiving services through a family centered, community-based coordinated care system receiving grant funds under section 501(a)(1)(d) of Title V**
 - **Self-identified as having special needs**
 - **Native Americans who are members of a federally recognized tribe**
- 2. Explain the benefits:**
 - **Provides a medical home with a primary care provider (PCP). The PCP will be a place for check-ups, sick visits, special health needs, etc. There is no need to go to the Emergency Dept. unless the problem risks life or health without immediate treatment.**
 - **Medical care will be coordinated so that patient will receive medically necessary services. Patient will only have to go to PCP unless the PCP refers to another provider for care. The PCP will help find the right specialist.**
 - **Medical advice available 24/7**
 - **Will admit to a hospital if necessary (inform them of hospital where the provider has admitting privileges).**
- 3. Inform the recipient they can choose their own medical home. You must explain that they do not have to enroll with your practice (If necessary, DSS can provide a list of all the medical homes they can choose). They can change medical homes every month if they want; however, the change may take 1 to 2 months to be effective.**
- 4. Inform the recipient of services that they can get on their own without having to be authorized by the PCP. A list of these services should be provided to every parent/guardian.**

- 5. Instruct recipient to take Medicaid card when getting any type of medical care.**
- 6. Discuss any office policy. Include circumstances under which a member will be disenrolled from the medical home.**
- 7. Complete an enrollment form and if possible, have the patient or guardian sign. Mail or fax the form to:**

**Laurie Moore
Managed Care, 16 OBAP
2501 Mail Service Center
Raleigh, NC 27699-2501
FAX: 919/715-0844 or 919/715-5235
QUESTIONS CALL 919/647-8170**